**Springboard scheme for biomedical scientists**

Sample application form, Round 7

This application form should be used as a template and reflects the questions asked on the online form. The application form will be made accessible via Flexi-Grant only to those applicants who have been successful in their Institution’s internal selection process.

Please note that only applicants selected by their institution will be invited to submit a form through the Academy’s [Flexi-Grant portal](https://acmedsci.flexigrant.com/). The list of Springboard institutional Champions can be [found here](https://acmedsci.ac.uk/grants-and-schemes/grant-schemes/springboard/institutions-and-champions).

The application form contains the following pages:

1. Contact Information\*
2. Current Post
3. Current Financial Support
4. Career History
5. Research Proposal
6. Your Budget Request
7. Animal Use
8. Human tissues or subjects
9. Data management and sharing
10. Monitoring and Marketing Feedback\*
11. Applicant Declaration
12. Head of Department declaration and supporting statement
13. Springboard Champion declaration and supporting statement
14. Finance Officer declaration and supporting statement

\* These pages are confidential and are not made available to the reviewers or Panel

## Page 1: Contact Information

**You must add one contact with a full name, complete address, phone number and email specified.**

|  | **Contact name** | **Role** | **Phone** | **Email** | **Address complete** |
| --- | --- | --- | --- | --- | --- |
| Get my ORCID identifier |  |  Lead |  |  |  |

**ORCID ID Number**

Enter your ORCID ID using the following format: <http://orcid.org/0000-0002-1825-0097>

ORCID is a unique digital identifier for researchers. If you don't already have one, you can register [here](http://orcid.org/).



**Host Institution**

*Note: Please start typing the name of your host institution in the box below and select from the given list. If you host institution is not available, please contact us at**springboard@acmedsci.ac.uk**.*

|  |  |
| --- | --- |
|  | select |

**You must add one organisation with a name specified.**

| **lead organisation** | **organisation name** | **phone** |   |   |
| --- | --- | --- | --- | --- |
|  |  |   |  |  |
| **Department** |  |

**Head of Department**

|  |  |
| --- | --- |
| **Title** | Please Select |
| **First name** |  |
| **Last name** |  |
| **Email** |  |

**Page 2: Current post**

**Current appointment details**

*Note: Your current appointment refers to the post that you are due to hold during the Springboard project.*

|  |  |
| --- | --- |
| **Job Title** |  |

|  |  |
| --- | --- |
| **Is this a fixed term appointment?** | * Yes
* No
 |

**Appointment dates**

**Please note that to be eligible:**

If you have continuously worked full-time, **your appointment start date should be after** **June 2016.**For full-time appointments this is the earliest start date, and entering earlier dates will render the application ineligible.

Otherwise, if you have had periods of part-time working and/or long-term leave (such as parental or sick leave), **you must have held your current position for less than 60 months full-time-equivalent up to June 2021.**

|  |  |
| --- | --- |
| **What is your current post start date?** |  |

**Only complete this question if your start date is after 15 June 2021 (application deadline).**

If you are not yet be in post by the application deadline, you need to provide an official letter from your institution confirming your start date.

The letter **must**be on headed paper and **must** be signed.

If you are unable to provide the letter before the application deadline please email the letter to springboard@acmedsci.ac.uk

Choose your file(s)

*or drag and drop files here to upload*

| [File name](https://acmedsci.flexigrant.com/fa/flexiformeditor.aspx?fid=11084&pid=40679&etype=44644&eid=533849&mode=80402&edit=true&ftid=5219) | [Date uploaded](https://acmedsci.flexigrant.com/fa/flexiformeditor.aspx?fid=11084&pid=40679&etype=44644&eid=533849&mode=80402&edit=true&ftid=5219) | Action |
| --- | --- | --- |

**Is your appointment end date earlier than the predicted award end date, as provided below?**

To be eligible to apply for a Springboard Award your appointment end date should not fall before the *earliest possible award end date* (for Round 7, this is 29 February 2024) otherwise, your application will be ineligible. For more details and possible actions please read the [FAQs](https://acmedsci.ac.uk/file-download/88261793) document

Yes

No

***If ‘Yes’ selected:***

*As your contract end date falls before the predicted project end date, a letter from your institution is required to confirm your contact will be extended to enable you to complete your proposed Springboard project.*

*The letter must be on headed paper and must be signed.*

*​*

*If you are unable to provide the letter before the application deadline (15 June 2021) please email the letter to**springboard@acmedsci.ac.uk*

*Choose your file(s)*

*or drag and drop files here to upload*

| [*File name*](https://acmedsci.flexigrant.com/fa/flexiformeditor.aspx?fid=11084&pid=40679&etype=44644&eid=533849&mode=80402&edit=true&ftid=5219) | [*Date uploaded*](https://acmedsci.flexigrant.com/fa/flexiformeditor.aspx?fid=11084&pid=40679&etype=44644&eid=533849&mode=80402&edit=true&ftid=5219) | *Action* |
| --- | --- | --- |

**Is your current post full time or part time?**

Full time

Part time

***If ‘Part time’ is selected:***

***Please state the number of hours worked per week.***

**

***Please provide details and a brief breakdown of months full-time-equivalent working since you started your appointment.***

**

***Please provide the total number of months full-time-equivalent working since you started your appointment until June 2021.***



**Have you taken any career breaks since commencing your current post?**

Yes

No

***If ‘Yes is selected:***

***Please indicate the dates and nature of the career break(s).***



 (50 words max)

**Research independence**

**Is this your first independent research position?**

For the purposes of this scheme, independence is defined as your first group-leader position you have held at any institution where you are line managed and not supervised.

For further details refer to the 'What qualifies as a ‘first independent position?' section in [Springboard Round 7 FAQs](https://acmedsci.ac.uk/file-download/88261793).

Yes

No

**How does your current post differ from those you have previously held, and how does this demonstrate your research independence?**

Please refer to the 'How does the Academy evaluate independence?' section in the [Springboard Round 7 FAQs](https://acmedsci.ac.uk/file-download/88261793). In your answer below please provide answers to the series of questions within this document that the Academy uses to evaluate eligibility.



(200 words max)

**Research area**

Please identify your broad research area from the list below.

Please Select

**Core duties**

**Please give the percentage of time that is allocated for research [%]**



**List the core duties (e.g. teaching, research, administration) you are required to undertake for this post, and percentage of your time allocated to each.**



(100 words max)

**Do you currently hold any type of clinical contract, including an honorary contract?**

Yes

No

***If ‘Yes’ selected:***

***Please explain what type of clinical contract you hold.***

**

*(100 words max)*

## Page 3: Current financial support

**Current post funding**

|  |
| --- |
| **What is the source of funding for your current post's salary?*** Institutional
* External body
 |
| **Please specify**(e.g. HEFCE funded lectureship, award from a named research council or charity and provide the name of grant holder) (100 words max) |

**Financial support in current position**

Page description

In order to assess your application we ask for:

1. Details of the total funding you are currently in receipt of. These grants may end before the Springboard award start date.
2. Details of the funding only active during the award period.

To assess your application we need details of the total funding you have secured during your **current post.**Please start with the most recent. Remember to include any which may end before the Springboard award start date.

**Include:** start-up packages, staff salaries, PhD studentships including stipends and consumables, project grants, equipment grants, collaborative grants etc.

**Exclude:** your personal salary, overheads, PhD student fees or indirect costs.

Please list **all research grants secured** during your **current post**, starting with the **most recent**. For each, please list in the following format:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Name of grant holder** | **Awarding body (e.g. HEFCE, Wellcome Trust, institution, etc.)** | **Start date** | **End date** | **Total # months** | **Total amount awarded (excluding personal salary, overheads etc.)** | **% share of funding** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  Can add more rows as needed |

**Funding support available over the period 1 March 2022 to 29 February 2024 only**

Please complete the table below including research funding you have already secured that relates to the period from **1 March 2022 to 29 February 2024**.

**Include**: start-up packages, staff salaries, PhD studentships including stipends and consumables, project grants, equipment grants, collaborative grants, etc. If you are a co-investigator on an award or co-supervise a staff member/student, please only include your share of the funding in your calculations.

​

**Exclude**: your personal salary, overheads, PhD student fees or indirect costs.

​

We calculate funding secured over the two year Springboard project via the following:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **total funding received excluding salary, overheads etc.** | **\*** | **% share of grant** | **\*** | **duration SB award overlaps with other grant / other grant duration** | **=** | **funding value secured over two year SB award** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Source of funding secured over Mar 2022 to Feb 2024** | **Year 1 (£)****(Mar 2022 - Feb 2023)** | **Year 2 (£)****(Mar 2023 - Feb 2024)** | **Total (£)****(Year 1 + Year 2)** |
|  |  |  | 0.00 |
|  |  |  | 0.00 |
| Can add more rows as needed |
|   |   | **Total** | 0.00 |

Candidates who have already secured significant fellowships are not considered to be in the spirit of the scheme. Therefore, if you hold the following fellowships/awards **or equivalent** you will be deemed ineligible:

• Cancer Research UK (CRUK) Career Development Fellowship

• CRUK Career Establishment Award

• Medical Research Council (MRC) - Career Development Award

• UK Research and Innovation (UKRI) Future Leaders Fellowship

• Wellcome Trust Royal Society Sir Henry Dale Fellowship

• Wellcome Trust Seed Award

If you are unsure about your eligibility, please contact the office to seek confirmation.

**Do you hold or have previously held any of the above fellowships or an equivalent?**

Yes

No

***If ‘Yes’ is selected:***

***Please provide details of the those fellowships***

*Including: Start and end dates, Name of grant holder, Name of the awarding body, Name of the funding type, Total amount awarded, Role in the grant (e.g. PI, Co-PI) and percentage [%] share of the funding (if you are a co-investigator or co-supervisor).*



**Is your total financial support secured over March 2022 to February 2024 more than £150,000?**

Please note that in addition to the limit of £150,000 the Panel will take other funding into consideration when assessing applications. Candidates who have received a similar level of financial career development support in the past may not be viewed as favourably as those who have not.

Yes

No

***If ‘Yes’ is selected:***

*The value of funding secured exceeds the limit of £150,000 over two years and therefore your application will be considered ineligible.*

## Page 4: Career history

**Qualifications (Degrees, Diplomas, etc.)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Subject** | **Qualifications and class** | **College/University** | **Date** |
|  |  |  |  |
|  |  |  |  |
| Can add more rows as needed |

**Previous appointments**

Detail the appointments you have held between the award of your PhD and the current appointment listed above, with the most recent first. Only indicate a supervisor if your position was answerable to a group-leader. If you were line-managed by a Head of Department, please leave this space blank. If you do not indicate a supervisor we may take this to mean the position was an independent post and therefore you may not be eligible, since this award is for those in their first independent post.

If you have previously held an independent teaching only position, please include in brackets (100% teaching only post).

If you have previously held a very short independent position, please ensure you justify why it cannot be considered to be fully independent. You should use the question in page 2 *how does your current post differ from those you have previously held, and how does this demonstrate your research independence* for this purpose.

Please do not include your current post below (as you have already provided details of your current post in page 2).

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Position** | **Funding source** | **Supervisor (if any)** | **Institution** | **Dates** |
|  |  |  |  |  |
| Can add more rows as needed |

**Career gaps**

If applicable, please detail any notable gaps in your career prior to when your current post began.



 (100 words max)

**Publications arising from your research**

Please include research papers in peer-reviewed journals, reviews and contributions to books. You may list publications that are still in press or preprint publications.

Please follow the below format, using a numeric list with each item on a separate line, with an empty line between each publication:

1. Publication title

[Joint authorship status, if applicable]

All authors with **an asterisk next to your name.** Do not use ‘*et al*’.

Journal information

A statement describing **your**contribution in the study following [CRediT Taxonomy of authors contribution](https://acmedsci.ac.uk/snip/uploads/577e22090d2d4.pdf).

For example,

1. Hormone X stimulates hematopoietic stem cell differentiation.

 Snow J\*, Lee L, MacDonald M, Francis F, Bacon B.

 Blood 2017;22:718-721

My CRediT: Conceptualization, Methodology, Investigation, Writing- Original Draft Preparation

|  |
| --- |
| **Original research papers in peer-reviewed journals :** |
| **Review articles and contributions to books:** |
| **Conference proceedings:*****Note:****Please only list these if considered a major output in your discipline (e.g. engineering).* |

**On the basis of your answer above, please give your total number of each of the following**: (Please include only published papers and those in press).

|  |  |
| --- | --- |
| **Original research papers in peer-reviewed journals** |  |
| **Review articles and contributions to books** |  |

**Provide details of up to three of your publications, which you consider the most significant or relevant to the application.**

This question is intended to promote thorough consideration of the content of a publication or other research output, rather than the impact factor of the journal it is published in. The scientific content of a paper is much more important than publication metrics or the identity of the journal in which it was published. This is your opportunity to highlight the impact that your papers have made on your field of research.

The Academy is a signatory of the San Francisco Declaration of Research Assessment (DORA) and Panel members and peer reviewers are requested not to use journal-based metrics, such as Journal Impact Factors as a surrogate measure of the quality of individual research articles.

For each, please

* Give the reference in the format described above
* Explain why you have selected this article
* Highlight your role within the study
* Provide a statement describing the contribution of each author in the study following the [CRediT Taxonomy of author contributions](http://www.acmedsci.ac.uk/snip/uploads/577e22090d2d4.pdf). All of the authors listed on the paper should be mentioned in this section at least once. NB. If over 20 authors, please just list the 20 most significant contributions (including your own).

|  |
| --- |
| **Selected publication 1:** |
| **Selected publication 2:** |
| **Selected publication 3:** |

**Other research outputs**

Please detail any other research outputs (e.g. datasets, software, influence on policy and practice, preprint articles in bioRxiv or equivalent) you have produced, which you think the Panel and/or peer reviewers should be aware of. Please include hyperlinks where possible.



**Markers of esteem**

Please list markers of esteem you have received (e.g. prizes, invitations to give named lectures, etc.), which you think the Panel and/or peer reviewers should be aware of.



(100 words max)

**Page 5: Research Proposal**

**Title of research proposal**



**Proposed project start date**

*For Round 7, your proposed start date should fall between 1 March 2022 and 1 September 2022.*



**Proposed project end date**

Your proposed end date should be two years after your proposed start date. For Round 7, your proposed end date should fall between 29 February 2024 and 31 August 2024 accordingly.



**Scientific summary**

Please provide a brief outline of your research proposal suitable for an expert reader. You should begin your summary by clearly stating your aims and objectives.



(250 words max)

**Lay summary**

Please provide a brief outline of your research proposal suitable for a lay reader. See our ten tips on how to write a lay summary on our [website](https://acmedsci.ac.uk/more/news/what-does-a-great-lay-summary-look-like).



(250 words max)

**Research proposal**

Please provide a research plan including:

* Aims and objectives of the research
* Why it is important
* Plan of investigation, including detailed methodology and design

Please use numbers to refer to your references, which you can provide in the following question. Preliminary data, figures and tables should be uploaded and attached to your proposal separately below. See our tips on how to write a successful grant application on our [website](https://acmedsci.ac.uk/more/news/ten-tips-for-grant-applications).



(1500 words max)

**References**

Please list any scientific references mentioned in your proposal.



|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Preliminary data**Please upload **up to two A4 pages** of preliminary data in support of your research plan, which must be presented **only as tables or figures** (with brief legends). **No additional text is permitted.**(Please note: if guidelines are not adhered to your preliminary data may be removed from the application) | Choose your file(s)*or drag and drop files here to upload*

| [File name](https://acmedsci.flexigrant.com/fa/flexiformeditor.aspx?fid=11084&pid=40679&etype=44644&eid=533849&mode=80402&edit=true&ftid=5219) | [Date uploaded](https://acmedsci.flexigrant.com/fa/flexiformeditor.aspx?fid=11084&pid=40679&etype=44644&eid=533849&mode=80402&edit=true&ftid=5219) | Action |
| --- | --- | --- |

 |
| **Tables and figures**Please upload any **additional tables or figures** to support your proposal (e.g. timeline, GANTT chart etc.), which must be presented only as **tables or figures** (with brief legends). **No additional text is permitted.**(Please note: if guidelines are not adhered to your preliminary data may be removed from the application) | Choose your file(s)*or drag and drop files here to upload*

| [File name](https://acmedsci.flexigrant.com/fa/flexiformeditor.aspx?fid=11084&pid=40679&etype=44644&eid=533849&mode=80402&edit=true&ftid=5219) | [Date uploaded](https://acmedsci.flexigrant.com/fa/flexiformeditor.aspx?fid=11084&pid=40679&etype=44644&eid=533849&mode=80402&edit=true&ftid=5219) | Action |
| --- | --- | --- |

 |

**What aspects of the research proposal do you regard as innovative?**



(150 words max)

**Impact of COVID-19**

**Please briefly outline any issues you have experienced, which can be attributed to the COVID-19 pandemic and have directly impacted your (max 500 words):**

* Research
* Publications
* Funding
* Research time
* Institutional support
* Other



(500 words max)

|  |
| --- |
| **Reapplications****Is this your first application to this scheme?**Please note that only one resubmission is permitted.* Yes
* No
 |

***If ‘No’ selected:***

*If this is your second application to the scheme, this is your opportunity to respond to peer review and/or Panel discussion comments made in your previous application and explain what changes you have made to the application. Please note that only one resubmission is permitted.*

***In which round did you submit your first application?***

*Please Select...*

***Please explain how you have adapted your application in response to feedback, and how this application differs from your previous submission.***

**

*(500 words max)*

**Keywords**

Please give up to six keywords that might be helpful in classifying your research:

|  |  |  |
| --- | --- | --- |
|  |  |  |
|  |  |  |

**Reviewers**

Please suggest up to three potential reviewers for your application.​Your suggestions will be hidden from reviewers and Panel members.

* Reviewers should not be based at your current or previous institution(s), nor at those of your collaborator(s).
* Co-authors in previous publications should also be excluded.
* Reviewers must be experts at Professor or Associate Professor level

|  |  |  |  |
| --- | --- | --- | --- |
| **Title** | **Name** | **Institution** | **I have not collaborated/published with them** |
|  |  |  | Confirmed |
|  |  |  | Confirmed |
|  |  |  | Confirmed |

**You may indicate up to two potential reviewers that you wish to be excluded from the peer reviewer selection process.**

This information will be hidden from reviewers and Panel members.

|  |  |  |
| --- | --- | --- |
| **Title** | **Name** | **Institution** |
|  |  |  |
|  |  |  |

**Research environment and institutional start-up package**

Outline the start-up package provided to you by your Institution, if applicable. Please also describe the laboratory facilities and any technical support that will be available to you.



(150 words max)

**Collaborations**

Describe any collaborations that are involved in this project. Please list all collaborators, their affiliations and their role(s).

|  |  |  |
| --- | --- | --- |
| **Collaborator’s title and full name** | **Collaborator’s affiliation** | **Collaborator’s role in the project (** |
|  |  | (75 words max) |
| Can add more rows as needed |

|  |  |  |  |
| --- | --- | --- | --- |
| For each collaboration listed above, please upload a letter of support from your collaborator(s). Letters should be signed and on letter headed paper.*(Please note: if letters are not signed and on headed paper they may be removed from the application)*Choose your file(s)*or drag and drop files here to upload*

| [File name](https://acmedsci.flexigrant.com/fa/flexiformeditor.aspx?fid=11084&pid=40679&etype=44644&eid=533849&mode=80402&edit=true&ftid=5219) | [Date uploaded](https://acmedsci.flexigrant.com/fa/flexiformeditor.aspx?fid=11084&pid=40679&etype=44644&eid=533849&mode=80402&edit=true&ftid=5219) | Action |
| --- | --- | --- |

 |

**Do you have an AMS mentor?**

Yes

No

***If yes selected:***

***Please provide the name and institution of your AMS Mentor***

*This information is for AMS Office use only. Your answer will be used to identify conflicts of interest when conducting peer review and will be kept confidential.*



**Career plans**

Describe how a Springboard award and the above project would help you to realise your career aspirations. Please outline your career plans over the next five years, including potential funding sources.



(300 words max)

**Other grant applications**

Do you have any other grant applications pending?

Yes

No

***If ‘yes’ selected:***

*For each ongoing grant application, please detail the funder, amount, when you expect the outcome and how it relates to this proposal.*



**Page 6: Your budget request**

**Budget**

Springboard provides a maximum of **£100,000** funding over two years, and applicants are encouraged to make full use of this.

The funds can be used to support directly incurred research costs such as consumables and equipment, provide funding for research assistants, PhD students, postdoctoral staff or technical support and other costs including travel and training. If a PhD student is requested, your institution must commit to supporting the student past the two years of the Springboard award. They **cannot be used** to support your salary, or for indirect costs. For more information, see the [**guidance document**](https://acmedsci.ac.uk/file-download/46230550)[.](https://acmedsci.ac.uk/file-download/63855796)

Please provide clear details within the budget table for each item, using the edit icon to name the item requested. It is important that each item is clearly named. To add more budget items please click 'Add A New Item' below the table. You can remove budget items using the remove icon.

| **Budget heading** | **Year 1** | **Year 2** | **Total** |
| --- | --- | --- | --- |
| **Salaries** |  |
| e.g. PhD student 1 | Cost |  |  | **£0.00** |
| e.g. Technical assistant/PRDA 1 | Cost |  |  | **£0.00** |
| e.g. Technical support \* | Cost |  |  | **£0.00** |
| ***Salaries Total*** | ***Cost*** | ***£0.00*** | ***£0.00*** | ***£0.00*** |
| **Equipment** |  |
| Equipment 1 | Cost |  |  | **£0.00** |
| Equipment 2 | Cost |  |  | **£0.00** |
| ***Equipment Total*** | ***Cost*** | ***£0.00*** | ***£0.00*** | ***£0.00*** |
| **Materials/Consumables** |  |
| Consumable 1 | Cost |  |  | **£0.00** |
| Consumable 2 | Cost |  |  | **£0.00** |
| ***Materials/Consumables Total*** | ***Cost*** | ***£0.00*** | ***£0.00*** | ***£0.00*** |
| **Travel** |  |
| Travel 1 | Cost |  |  | **£0.00** |
| Travel 2 | Cost |  |  | **£0.00** |
| ***Travel Total*** | ***Cost*** | ***£0.00*** | ***£0.00*** | ***£0.00*** |
| **Training** |  |
| Training 1 | Cost |  |  | **£0.00** |
| Training 2 | Cost |  |  | **£0.00** |
| ***Training Total*** | ***Cost*** | ***£0.00*** | ***£0.00*** | ***£0.00*** |
| **Publications** |  |
| Publication 1 | Cost |  |  | **£0.00** |
| Publication 2 | Cost |  |  | **£0.00** |
| ***Publications Total*** | ***Cost*** | ***£0.00*** | ***£0.00*** | ***£0.00*** |
| **Animals** |  |
| Animal 1 | Cost |  |  | **£0.00** |
| Animal 2 | Cost |  |  | **£0.00** |
| ***Animals Total*** | ***Cost*** | ***£0.00*** | ***£0.00*** | ***£0.00*** |
| **Other** |  |
| Other 1 | Cost |  |  | **£0.00** |
| Other 2 | Cost |  |  | **£0.00** |
| ***Other Total*** | ***Cost*** | ***£0.00*** | ***£0.00*** | ***£0.00*** |
| **Grand Total** | **Cost** | **£0.00** | **£0.00** | **£0.00** |

Add A New item

\* 'Technical support' refers to facilities available in your institution.

**Your total budget should not exceed £100,000.  Please review the stated costs in the table above and ensure the total does not exceed £100,000.**

**Please justify the budget request under each category listed above.**

Where certain equipment, which is required to conduct the research, but is not to be funded through the Springboard award, please include details of who is providing it



(200 words max)

**Page 7: Animal Use**

It is important for us to know if any animals will be used in your research project and, if so, that you comply with the [Academy's Policy and Position](https://acmedsci.ac.uk/policy/major-policy-strands/using-animals-in-research/statement-on-the-use-of-animals-in-research) on the use of animals in research. The Academy is committed to being open about when, how and why animals are used in the projects we fund. In addition, we aim to ensure that every effort is made to replace, refine and reduce animals in research. For more information please see [www.nc3rs.org.uk](http://www.nc3rs.org.uk/).

Applicants proposing to use animals in their research must ensure that the use of animals falls within the regulations stipulated in the UK Animals (Scientific Procedures Act) 1986 and subsequent amendments. Welfare standards consistent with the principles of UK legislation must be applied and maintained, wherever the work is conducted.

If your proposed research involves animal experiments, we encourage you to consult the NC3Rs [Experimental Design Assistant](https://eda.nc3rs.org.uk/) (EDA) to help you design your study. This complements the [ARRIVE guidelines](https://www.nc3rs.org.uk/arrive-guidelines) (Animal Research: Reporting of In Vivo Experiments) for reporting animal research. Our awardees are required to follow these guidelines when conducting research using animals to improve the design, analysis and reporting of animal research, maximising information published and minimising unnecessary studies. Further useful guidelines and practical information in the use of animals can also be obtained from the [3Rs resources library](https://www.nc3rs.org.uk/3rs-resources).

This section gives applicants the opportunity to explain the use of animals involved in their project proposals and measures in place to ensure openness about their use. Where non-human primates, cats, dogs or equines are used, anonymised information will be sent to the NC3Rs for review.

**Does your proposal involve the use of animals or animal tissue?**

Yes

No

**If ‘Yes’ selected:**

**Does your proposal comply with the**[**Academy's Policy and Position**](https://acmedsci.ac.uk/policy/major-policy-strands/using-animals-in-research/statement-on-the-use-of-animals-in-research)**statement on the use of animals in research?**

Yes

No

**If your project involves the use of animals, does your proposal include procedures to be carried out on animals in the UK under the Animals (Scientific Procedures) Act?**

Yes

No

**Does your proposal involve the use of animals or animal tissues outside of the UK?**

Yes

No

**If you answered 'Yes' to the above, will the proposed experiments be performed to standards in accordance with the principles of UK legislation?**

Yes

No

**Furthermore, will the housing and care of animals be in accordance with the principles of UK legislation?**

Yes

No

**Are the appropriate national and institutional approvals in place? Please provide details**

|  |
| --- |
|  |

(200 words max)

**Please select the species to be used overseas from the species below**

Cattle

Goat

Pig

Rabbit

Rodent

Sheep

Xenopus

Other

***If ‘Cattle’ selected:***

|  |  |
| --- | --- |
| The enclosure sizes and space allocations meet or exceed those in Annex III to [Directive 2010/63/EU(Table 7.1)](https://acmedsci.flexigrant.com/tenantfiles/70/documents/Directive_201063EU.pdf) | Yes/No |
| Cattle over 8 weeks of age are housed (and transported) socially with compatible group-mates\*. Cattle below 8 weeks of age, at a minimum, have direct visual and tactile contact with other animals. Exceptions to this must be justified below, along with the measures taken to reduce the stress of social separation.  | Yes/No |
| Cattle have access to adequate pasture or to a consistent, high quality diet, including forage (e.g. hay, silage). Calves receive colostrum. | Yes/No |
| A constant supply of clean fresh water is available at all times, with sufficient trough space for a minimum of 10% animals to drink at one time. In the case of lactating animals this should be increased to 20% | Yes/No |
| Enclosures have a solid and non-slip floor for unconstrained locomotion. | Yes/No |
| Enclosures have a defined area for the animals to defecate/urinate and a separate area with soft, clean bedding (e.g. straw, sand, sawdust) to allow them to lay down comfortably. | Yes/No |
| Cattle housed outdoors have access to a sheltered area for protection from adverse weather conditions. | Yes/No |
| Appropriate healthcare is provided, including foot care, vaccinations and control of internal and external parasites. | Yes/No |
| Appropriate, contemporary anaesthesia and/or analgesia is provided to minimise pain and distress. Any withholding of pain relief during painful procedures must be justified below. | Yes/No |
| Surgery is performed using aseptic technique, the least invasive surgical approaches, and appropriate perioperative care (pre-operative medications, hypothermic prevention, ophthalmic protection, nursing care where required). | Yes/No |
| Animals are monitored with a frequency appropriate to keep pain and distress to a minimum, using appropriate, tailored welfare indicators and score sheets (e.g. [body condition scoring](https://dairy.ahdb.org.uk/resources-library/technical-information/health-welfare/body-condition-scoring/#.W_2rsej7RPZ), [mobility scoring](https://dairy.ahdb.org.uk/resources-library/technical-information/health-welfare/mobility-score-instructions/#.W_2sCOj7RPZ)) | Yes/No |
| Humane endpoints have been established for each experiment with the potential to cause moderate or severe harm, after consultation with the veterinarian and animal care staff, and implementation of these is recorded during the experiment. (Note the humane endpoint criteria may be requested by the funding body). | Yes/No |
| The methods of humane killing are those recommended by the [AVMA (2013)](https://acmedsci.flexigrant.com/tenantfiles/70/documents/AVMA__2013_.pdf) or permitted under [Directive 2010/63/EU](https://acmedsci.flexigrant.com/tenantfiles/70/documents/Directive_201063EU.pdf). | Yes/No |
| Where there are deviations from the above, please explain below. |  |

***If ‘Goat’ selected:***

|  |  |
| --- | --- |
| The enclosure sizes and space allocations meet or exceed those in Annex III to [Directive 2010/63/EU(Table 7.1)](https://acmedsci.flexigrant.com/tenantfiles/70/documents/Directive_201063EU.pdf) | Yes/No |
| The enclosure height is sufficient for goats to stand upright with neck outstretched. | Yes/No |
| Goats are housed (and transported) socially with compatible group-mates.\*Exceptions to this must be justified below, along with the measures taken to reduce the stress of social separation. | Yes/No |
| Enough space and troughs are provided for all goats to feed/drink at once. | Yes/No |
| A constant supply of clean fresh water is available at all times. | Yes/No |
| Enclosures have a solid and non-slip floor for unconstrained locomotion. | Yes/No |
| A dry building is available at all times for shelter for all goats (goats do not have waterproof coats), with plenty bedding (e.g. straw) to enhance comfort. | Yes/No |
| Goats are provided with access to pasture and/or an exercise area with high fencing (>1.2m). | Yes/No |
| Environmental enrichment is provided, such as a raised platform or climbing frame to clamber on, and suitable foraging material, such as hay or another form of long strand (> 10cm) fibre. | Yes/No |
| Appropriate health care is provided, including foot care, vaccinations and control of internal and external parasites. | Yes/No |
| Appropriate, contemporary anaesthesia and/or analgesia is provided to minimise pain and distress. Any withholding of pain relief during painful procedures must be justified below. | Yes/No |
| Surgery is performed using aseptic technique, the least invasive surgical approaches, and appropriate perioperative care (pre-operative medications, hypothermic prevention, ophthalmic protection, nursing care where required). | Yes/No |
| Animals are monitored with a frequency appropriate to keep pain and distress to a minimum, using appropriate, tailored welfare indicators and score sheets | Yes/No |
| Humane endpoints have been established for each experiment with the potential to cause moderate or severe harm, after consultation with the veterinarian and animal care staff, and implementation of these is recorded during the experiment. (Note the humane endpoint criteria may be requested by the funding body). | Yes/No |
| The methods of humane killing are those recommended by the [AVMA (2013)](https://acmedsci.flexigrant.com/tenantfiles/70/documents/AVMA__2013_.pdf) or permitted under [Directive 2010/63/EU](https://acmedsci.flexigrant.com/tenantfiles/70/documents/Directive_201063EU.pdf). | Yes/No |
| Where there are deviations from the above, please explain below. |  |

***If ‘Pigs’ selected:***

|  |  |
| --- | --- |
| The enclosure sizes and space allocations meet or exceed those in Annex III to [Directive 2010/63/EU(Table 7.1)](https://acmedsci.flexigrant.com/tenantfiles/70/documents/Directive_201063EU.pdf) | Yes/No |
| For studies involving farrowing pigs, suitable enclosures are provided with adequate space for suckling, protection from piglets being crushed by the sow, and a heat source for the piglets where needed. | Yes/No |
| Pigs are housed (and transported) socially with compatible group-mates.Exceptions to this must be justified below, along with the measures taken to reduce the stress of social separation. | Yes/No |
| Enough space and troughs are provided for all pigs in an enclosure to feed/drink at once. | Yes/No |
| A constant supply of clean fresh water is available at all times. | Yes/No |
| Enclosures have a solid and non-slip floor for unconstrained locomotion. | Yes/No |
| A clean and dry lying area is available at all times, with bedding (e.g. straw) to enhance comfort and hygiene. | Yes/No |
| [Suitable environmental enrichment](https://grants.royalsociety.org/tenantfiles/41/documents/enrichment-guide-2017.pdf) is provided (e.g. straw, hay, root vegetables, toys) to permit performance of natural behaviours such as rooting and foraging, and to prevent maladaptive behaviours such as tail biting. | Yes/No |
| The pig housing environment is kept suitably ventilated and with the temperature ranges recommended in section 3.8 of the [DEFRA Guidance: Caring for pigs](https://www.gov.uk/government/publications/code-of-recommendations-for-the-welfare-of-livestock-pigs/pigs-welfare-recommendations#pig-housing-and-design). | Yes/No |
| Teeth clipping and tail docking are not used. Exceptions to this must be justified below, along with the measures taken to minimise any pain, suffering or distress the pig may experience. | Yes/No |
| Appropriate, contemporary anaesthesia and/or analgesia is provided to minimise pain and distress. Any withholding of pain relief during painful procedures must be justified below. | Yes/No |
| Surgery is performed using aseptic technique, the least invasive surgical approaches, and appropriate perioperative care (pre-operative medications, hypothermic prevention, ophthalmic protection, nursing care where required). | Yes/No |
| Animals are monitored with a frequency appropriate to keep pain and distress to a minimum, using appropriate, tailored welfare indicators and score sheets | Yes/No |
| Humane endpoints have been established for each experiment with the potential to cause moderate or severe harm, after consultation with the veterinarian and animal care staff, and implementation of these is recorded during the experiment. (Note the humane endpoint criteria may be requested by the funding body). | Yes/No |
| The methods of humane killing are those recommended by the [AVMA (2013)](https://acmedsci.flexigrant.com/tenantfiles/70/documents/AVMA__2013_.pdf) or permitted under [Directive 2010/63/EU](https://acmedsci.flexigrant.com/tenantfiles/70/documents/Directive_201063EU.pdf). | Yes/No |
| Where there are deviations from the above, please explain below. |  |

***If ‘Rabbit’ selected:***

|  |  |
| --- | --- |
| The enclosure sizes and space allocations meet or exceed those in Annex III to [Directive 2010/63/EU(Table 7.1)](https://acmedsci.flexigrant.com/tenantfiles/70/documents/Directive_201063EU.pdf) | Yes/No |
| Caged rabbits are provided with a raised area for refuge, to stimulate exercise and offer a choice of microenvironment; the area does not cover more than 40% of the floor space, and the animal is able to lie, sit and easily move underneath. Rabbits in floor pens are provided with similar refuges (e.g. tunnels, huts). | Yes/No |
| Enclosure heights allows the rabbits to rear upwards, for exploration and play. | Yes/No |
| Rabbits are housed socially; excluding male rabbits, which may be separated from other males at sexual maturity (12 to 14 weeks) and housed individually with visual and olfactory contact with other rabbits. Exceptions to this must be justified below. | Yes/No |
| Visual barriers are provided to allow the animals to initiate or avoid social contact. | Yes/No |
| Rabbits are provided with: a) substrate/bedding on a solid floor; and b) dietary enrichment and gnawing objects (e.g. hay, chew blocks). | Yes/No |
| Rabbits are handled appropriately, gently and frequently from early in life. | Yes/No |
| Appropriate, contemporary anaesthesia and/or analgesia is provided to minimise pain and distress. Any withholding of pain relief during painful procedures must be justified below. | Yes/No |
| Surgery is performed using aseptic technique, the least invasive surgical approaches, and appropriate perioperative care (pre-operative medications, hypothermic prevention, ophthalmic protection, nursing care where required). | Yes/No |
| Animals are monitored with a frequency appropriate to keep pain and distress to a minimum, using appropriate, tailored welfare indicators and score sheets | Yes/No |
| Humane endpoints have been established for each experiment with the potential to cause moderate or severe harm, after consultation with the veterinarian and animal care staff, and implementation of these is recorded during the experiment. (Note the humane endpoint criteria may be requested by the funding body). | Yes/No |
| The methods of humane killing are those recommended by the [AVMA (2013)](https://acmedsci.flexigrant.com/tenantfiles/70/documents/AVMA__2013_.pdf) or permitted under [Directive 2010/63/EU](https://acmedsci.flexigrant.com/tenantfiles/70/documents/Directive_201063EU.pdf). | Yes/No |
| Where there are deviations from the above, please explain below. |  |

***If ‘Rodent’ Selected:***

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| --- | --- |
| The enclosure sizes and space allocations meet or exceed those in Annex III to [Directive 2010/63/EU(Table 7.1)](https://acmedsci.flexigrant.com/tenantfiles/70/documents/Directive_201063EU.pdf) | Yes/No |
| Rodents are provided with: a) substrate/bedding on a solid floor; b) a shelter and/or nesting material for refuge and to help regulate body temperature and light exposure; c) chew blocks or other gnawing material. | Yes/No |
| Rodents are housed socially. Exceptions to this must be justified below. | Yes/No |
| Appropriate, contemporary anaesthesia and/or analgesia is provided to minimise pain and distress. Any withholding of pain relief during painful procedures must be justified below. | Yes/No |
| Surgery is performed using aseptic technique, the least invasive surgical approaches, and appropriate perioperative care (pre-operative medications, hypothermic prevention, ophthalmic protection, nursing care where required). | Yes/No |
| Toe clipping and/or tail biopsy are not used for identification or genotyping purposes. | Yes/No |
| Where genotypes are known to be harmful, animals of that type are not produced unless required scientifically (e.g. if homozygous null is harmful and heterozygotes are desired, then heterozygous is crossed with wild type, not another heterozygous animal). | Yes/No |
| Where new GA strains are being generated, best knowledge will be applied to predict potential harmful outcomes and the animals will be monitored closely for emerging phenotypes. | Yes/No |
| Animals are monitored with a frequency appropriate to keep pain and distress to a minimum, using appropriate, tailored welfare indicators and score sheets. | Yes/No |
| Humane endpoints have been established for each experiment with the potential to cause moderate or severe harm, after consultation with the veterinarian and animal care staff, and implementation of these is recorded during the experiment. (Note the humane endpoint criteria may be requested by the funding body). | Yes/No |
| The methods of humane killing are those recommended by the [AVMA (2013)](https://acmedsci.flexigrant.com/tenantfiles/70/documents/AVMA__2013_.pdf) or permitted under [Directive 2010/63/EU](https://acmedsci.flexigrant.com/tenantfiles/70/documents/Directive_201063EU.pdf). | Yes/No |
| Where there are deviations from the above, please explain below. |  |

***If ‘Sheep’ selected:***

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| --- | --- |
| The enclosure sizes and space allocations meet or exceed those in Annex III to [Directive 2010/63/EU(Table 7.1)](https://acmedsci.flexigrant.com/tenantfiles/70/documents/Directive_201063EU.pdf) | Yes/No |
| Sheep are housed (and transported) socially with compatible group-mates.Exceptions to this must be justified below, along with the measures taken to reduce the stress of social separation | Yes/No |
| Enough troughs are provided for all sheep in an enclosure to feed/drink at once. | Yes/No |
| A constant supply of clean fresh water is available at all times. | Yes/No |
| Enclosures have a solid and non-slip floor for unconstrained locomotion. | Yes/No |
| A clean and dry lying area is available at all times, with bedding (e.g. straw) to enhance comfort and hygiene. | Yes/No |
| Sheep are provided with access to pasture and/or suitable forage to reduce incidence of oral stereotypies, such as hay or other long-strand (> 10cm) fibre. | Yes/No |
| Appropriate health care is provided, including shearing at least once per year for those breeds that require it, foot care, vaccinations and control of internal and external parasites. | Yes/No |
| Surgery is performed using aseptic technique, the least invasive surgical approaches, and appropriate perioperative care (pre-operative medications, hypothermic prevention, ophthalmic protection, nursing care where required). | Yes/No |
| Animals are monitored with a frequency appropriate to keep pain and distress to a minimum, using appropriate, tailored welfare indicators and score sheets (e.g. [body condition scoring](http://adlib.everysite.co.uk/adlib/defra/content.aspx?doc=12790&id=12791), [lameness scoring](https://grants.royalsociety.org/tenantfiles/41/documents/Lameness-Scoring-Guidance.pdf)) | Yes/No |
| Humane endpoints have been established for each experiment with the potential to cause moderate or severe harm, after consultation with the veterinarian and animal care staff, and implementation of these is recorded during the experiment. (Note the humane endpoint criteria may be requested by the funding body). | Yes/No |
| The methods of humane killing are those recommended by the [AVMA (2013)](https://acmedsci.flexigrant.com/tenantfiles/70/documents/AVMA__2013_.pdf) or permitted under [Directive 2010/63/EU](https://acmedsci.flexigrant.com/tenantfiles/70/documents/Directive_201063EU.pdf). | Yes/No |
| Where there are deviations from the above, please explain below. |  |

***If ‘Xenopus’ selected:***

|  |  |
| --- | --- |
| The frogs have been bred and reared in captivity for scientific purposes. Use of Xenopus taken from the wild should be justified below. | Yes/No |
| The enclosure sizes and space allocations meet or exceed those in Annex III to [Directive 2010/63/EU(Table 7.1)](https://acmedsci.flexigrant.com/tenantfiles/70/documents/Directive_201063EU.pdf) | Yes/No |
| Frogs are housed in tanks free of sharp edges made from a non-leading material, with opaque or at minimum translucent walls. | Yes/No |
| If this research utilises Xenopus laevis: Tank water is persistently monitored and maintained at a temperature range of 17 - 20°C (63-68 F ) pH of 7.5 - 9 and conductivity range of 1500 - 1600 µS.If this research utilises Xenopus tropicalis: Tank water is persistently monitored and maintained at a temperature range of 24 - 27°C (75-81 F ) pH of 7.5 - 9 and conductivity range of 700 - 900 µS.For both species: Ammonium nitrate levels are monitored at regular intervals and kept in safe limits. | Yes/No |
| Tank water is cleaned or replaced at appropriate intervals using methods designed to minimise disturbance and distress to the frogs and avoiding the use of cleaning products or disinfectants that risk harm to the animals. | Yes/No |
| Frogs are housed in sized-matched groups to promote increased feeding behaviour, reduce fear responses and prevent cannibalism. | Yes/No |
| Frogs are provided suitable, shaded refuges to hide in or under (e.g. PVC or ceramic tubes). | Yes/No |
| Frogs are subject to an appropriate day/night cycle, and the lighting used includes wavelengths within the UV spectrum | Yes/No |
| Frogs are identified using minimally invasive identification techniques. Use of invasive techniques such as toe clipping should be justified below. | Yes/No |
| Appropriate measures are in place when handling and housing the animals to minimise the risk of infection. | Yes/No |
| Appropriate, contemporary anaesthesia and/or analgesia is provided to minimise pain and distress. Any withholding of pain relief during painful procedures must be justified below. | Yes/No |
| Surgery is performed using aseptic technique, the least invasive surgical approaches, and appropriate perioperative care (pre-operative medications, hypothermic prevention, ophthalmic protection, nursing care where required). | Yes/No |
| Animals are monitored with a frequency appropriate to keep pain and distress to a minimum, using appropriate, tailored welfare indicators and score sheets  | Yes/No |
| Humane endpoints have been established for each experiment with the potential to cause moderate or severe harm, after consultation with the veterinarian and animal care staff, and implementation of these is recorded during the experiment. (Note the humane endpoint criteria may be requested by the funding body). | Yes/No |
| The methods of humane killing are those recommended by the [AVMA (2013)](https://acmedsci.flexigrant.com/tenantfiles/70/documents/AVMA__2013_.pdf) or permitted under [Directive 2010/63/EU](https://acmedsci.flexigrant.com/tenantfiles/70/documents/Directive_201063EU.pdf). | Yes/No |
| Where there are deviations from the above, please explain below. |  |

**Have the following necessary approvals been given by:​**

1. **The Home Office (in relation to personal, project and establishment licenses)?**
2. **Animal Welfare and Ethical Review Body?**

Please Select...

If your project involves the use of animals, what would be the severity of the procedures?

Mild

Moderate

Severe

***If moderate or severe selected:***

**Please provide details of any moderate or severe procedures**

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|  |

(300 words max)

**Why is animal use necessary; are there any other possible approaches?**

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|  |

 (300 words max)

**Please provide details of the animal species to be used.**



**Please provide details of the number(s) of animals to be used.**



**Why is the species/model to be used the most appropriate?**

|  |
| --- |
|  |

*(300 words max)*

**Experimental Design**

Please describe the experimental design, including any plans to reduce bias such as blinding or randomisation if appropriate.

A justification of the proposed sample size must be given along with details of the planned statistical analyses. Power calculations must be included in this section if appropriate. We would recommend that you consider use of the NC3Rs [Experimental Design Assistant](https://www.nc3rs.org.uk/experimental-design-assistant-eda) when developing your proposal.

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*(500 words max)*

**Experimental Design Report**

(Optional) Please upload your Experimental Design Assistant (EDA) report in support of your proposal.

Choose your file(s)

*or drag and drop files here to upload*

| [File name](https://acmedsci.flexigrant.com/fa/flexiformeditor.aspx?fid=11084&pid=40679&etype=44644&eid=533849&mode=80402&edit=true&ftid=5219) | [Date uploaded](https://acmedsci.flexigrant.com/fa/flexiformeditor.aspx?fid=11084&pid=40679&etype=44644&eid=533849&mode=80402&edit=true&ftid=5219) | Action |
| --- | --- | --- |

**Do your experiments involve the use of non-human primates?**

Yes

No

***If ‘Yes’ selected:***

**As you specified your experiments involve the use of non-human primates, please answer the following questions:**

|  |  |
| --- | --- |
| **Do the facilities and practices and the proposed research comply with the principles set out in the NC3Rs Guidelines, '**[Primate accommodation, care and use'](https://www.nc3rs.org.uk/non-human-primate-accommodation-care-and-use) | Yes/No |
| Please explain why and why not. |  |
| From where will the non-human primates be sourced? |  |
| Will it be necessary to transport the non-human primates (i.e. from breeding facilities and within the research establishment)? | Yes/No |
| Please indicate approximate journey times and the measures that will be taken to minimise the potential stress during transport. |  |
| Please provide details of the housing of the animals – enclosure size, space allocation per animal, and the environmental enrichment provided. |  |
| Will single housing of the non-human primates be necessary at any time? | Yes/No |
| Please provide details in terms of the justification for single housing, its duration, and what additional resources will be provided to the animals to minimise the impact on animal welfare. |  |
| Describe the experimental procedures involves and how any pain, suffering or distress and/or lasting harm will be minimised. |  |
| Have the procedures been recently reviewed by the Named Veterinary Surgeon (NVS), Named Animal Care and Welfare Officer (NACWO) and Animal Welfare and Ethical Review Body (AWERB)? | Yes/No |
| Will any of the experimental procedures involve food and/or water control? | Yes/No |
| Justify why this is necessary and outline what alternative have been considered. |  |
| **Will the NC3Rs recommendations on refining food/fluid control be met (**<https://www.sciencedirect.com/science/article/pii/S0165027010005157?via%3Dihub>**)?** | Yes/No |
| Please explain where not and why. |  |
| Will any of the experimental procedures involve restraint? | Yes/No |
| What alternatives have been considered? |  |
| Describe the nature of the restraint, its duration and frequency, and what will be done to avoid distress? |  |
| What prior experience and training in non-human primate use, care and welfare do staff members named in the application have? |  |
| What provision is made for continuing professional development in these areas? |  |
| Will any of the staff involved require specific training for any of the procedures concerned? | Yes/No |
| Please provide details of the training needed and where it will be undertaken. |  |
| Do you envisage any advances arising from the research that might lead to replacement, refinement or reduction of the use of non-human primates? | Yes/No |
| What might they be, and how do you propose to disseminate such findings? |  |

**Do your experiments involve the use of cats, dogs and / or equines?**

Yes

No

***If ‘Yes’ selected:***

**As you specified your experiment involved the use of either cats, dogs or equines, please answer the following questions:**

|  |  |
| --- | --- |
| From where will the animals be sourced? |  |
| Will it be necessary to transport the animals? | Yes/No |
| Please indicate approximate journey times and the measure that will be taken to minimise the potential stress during transport. |  |
| Where animals are to be imported, what journey times have been agreed with the Home Office?  |  |
| Describe the conditions for the animals at the breeding establishment and how the potential stress during transport will be minimised. |  |
| Please provide details of the housing for the animals - enclosure size, stocking density, environment enrichment, access to exercise areas/pasture for grazing (equines). |  |
| Will single housing of the animals be necessary at any time?  | Yes/No |
| Please provide details in terms of the justification for single housing, its duration, and what additional resources will be provided to the animals to minimise the impact of the single housing.  |  |
| **Describe the experimental procedures involved and how any pain, suffering, distress and/or lasting harm will be minimised.** |  |
| **Have the procedures been recently reviewed by the Named Veterinary Surgeon (NVS), Named Animal Care and Welfare Officer (NACWO) and Animal Welfare and Ethical Review Body (AWERB)?** |  |
| Will any of the experimental procedures involve restraint?  |  |
| What alternatives have been considered? |  |
| Describe the nature of the restraint, its duration and frequency, and what will be done to avoid distress. |  |
| What prior experience and training in animal use, care and welfare do staff members named in the application have? |  |
| What provision is made for continuing professional development in these areas? |  |
| Will any of the staff involved require specific training for any of the procedures concerned?  | Yes/No |
| Please provide details of the training needed and where it will be undertaken. |  |
| Do you envisage any advances arising from the research that might lead to replacement, refinement or reduction of the use of animals? | Yes/No |
| What might these be, and how do you propose to disseminate such findings? |  |

**Do your experiments involve the use of wild animals?**

Yes

No

**If ‘Yes’ selected:**

Please provide details regarding the capture of usage of the wild animals. For example, how will the animals be trapped, and will a veterinarian be present for the duration of the trapping period?

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*(300 words max)*

**Page 8: Human tissues or subjects**

If your proposal features the use of human tissues or subjects, you will need to confirm that the study has been approved and enclose details of the approval.

Research involving human participants is governed by principles outlined in the Declaration of Helsinki, the Nuremberg Code, and the Council for International Organizations of Medical Sciences (CIOMS), all of which set out requirements with regard to the rights and safety of research participants and standards for research design and conduct.

The Academy requires researchers to have the relevant regulatory and ethical approvals in place before the relevant research begins, although you may apply for funding before this. In the event of an award being made, commencement of any research involving human participants will be subject to these approvals being in place and sent to the Academy.

**Does your proposal involve the use of human tissue or subjects?**

Yes

No

***If ‘Yes’ selected:***

***Have you been granted approval for your proposed study?***

*Yes*

*No*

***Please enclose details of the approval.***

|  |
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|  |

*(150 words max)*

***If ‘No’ selected:***

***Please give details on when you expect to obtain approval and any impacts on the work proposed.***

|  |
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*(150 words max)*

**Page 9: Data management and sharing**

If the proposed research will generate data outputs that hold significant value as a resource for the wider research community, please detail any plans for data management and sharing on this page.

To maintain research integrity, institutions and researchers must ensure research data is preserved so that results can be verified and data reused in the future. The Academy expects all of its Springboard Grant award holders to maximise the availability of research data.

**Will the proposed research generate data outputs that hold significant value as a resource for the wider research community?**

Yes

No

***If ‘Yes’ selected:***

***Please read the***[***guidance notes***](https://acmedsci.ac.uk/file-download/46230550)***and then provide a Data Management and Sharing plan.***

**

*(300 words max)*

**Page 10: Monitoring and marketing feedback**

Please note that this page is not made available to reviewers or Panel members

 **Monitoring information**

The Academy of Medical Sciences accepts its responsibilities to reflect the communities in which it works. We are therefore committed to a policy of Equal Opportunities and applications are welcome regardless of gender, marital status, sexual orientation, age, disability, ethnic origin, or religious belief.

We request this information to monitor the Academy’s activities with respect to the beneficiaries of proposals and awards, and applicants. It is not used in the application review process: **it is not provided to Panel members**. (By providing this information, you are agreeing to us holding this information, under current data protection legislation, and will be helping us to monitor our practice).

**Age**

Please Select

**Which of the following best describes your gender?**

Please Select

**Is your gender identity the same as the sex you were assigned at birth?**

Yes

No

Prefer not to say

Other

**Ethnic Origin**

**Which of the following best describes your ethnic group?**

Please note that ethnic origin is not about nationality, place of birth or citizenship. It is about the group to which you perceive you belong.

Please Select

**Nationality**



**Do you regard yourself as having a disability?**

Yes

No

Prefer not to say

***If ‘Yes’ selected:***

***Please specify:***



**Marketing feedback information**

We are requesting this information to help us monitor the effectiveness of our marketing activities. This information is not used in the application review process.

**How did you first hear about the scheme?**

eFlyer

Academy newsletter

Event

Website

Social media

Word of mouth

Other

**Where do you normally find out about grant scheme calls?**



**The role of your Springboard Champion**

We are requesting this information to understand more about the role of Springboard Champion and the support they offer to the nominated applicants. This section is not visible to your Head of Department or Springboard Champion. The information will be treated anonymously.

**During the application process so far, how many times have you met with your Springboard Champion?**



**How useful were the meetings with your Springboard Champion in regards to preparing your application?**

**

**Page 11: Applicant declaration**

**Data Protection Statement**

The personal information that is supplied to the Academy of Medical Sciences (the "Academy") in connection with the application will be stored by or on behalf of the Academy, in accordance with the General Data Protection Regulation and the Data Protection Act 2018. The Academy will be the data controller in respect of your personal information because the Academy dictates the manner in which and the purposes for which your personal information is used. The Academy has the final say as to whether your application is successful.

The personal information we hold includes the information you complete in the application form and details of correspondence between us.  We also collect certain special categories of personal information about you including your ethnicity and certain health information.  We may use this personal information to extend a Scheme due to a period of sickness absence, or on an aggregated and anonymised basis for equal opportunities purposes which we may share with the Funders (as defined below) and use this information in Academy publications.

The Academy will use your personal information in order to process your application for the Scheme, managing and administering the Scheme should your application be successful and to communicate with you in connection with the Scheme.  The Academy will rely in certain circumstances on its own legitimate interests, or the legitimate interests of a third party, when using your personal information. When the Academy relies on legitimate interests, you have a right (along with other personal data protection rights) to object to the Academy's use of your personal information. For a more detailed summary of the purposes for which we use your personal information, the legal bases on which we rely, and your rights in relation to your personal information, please see our privacy notice which can be found at <https://acmedsci.ac.uk/privacy-policy>. As part of the application process, your personal information may be transferred, stored or accessed from outside the European Economic Area.  We will ensure that such transfer, storage or processing will at all times comply with data protection law.

The Scheme is administered by the Academy. The Grant is funded by the Funder, or a consortium, together termed "Funders" and the full membership of which can be found on the Academy's website. Your personal information and details of your application (including your Host Institution, project title, lay and scientific summary) may be disclosed by the Academy to the Funders and the UK National Academies (the British Academy; the Royal Academy of Engineering; and the Royal Society) for the purposes set out above.  The Academy, UK National Academies and Funders may also publish basic details of Grants awarded (e.g. on their website or in their Annual Reports) and/or anonymise your personal information for research and statistical purposes.

The Academy, UK National Academies and Funders may also release details of successful Grants (including your name and Host Institution, project title and lay summaries of your outputs) into the public domain (e.g. via the internet or via publicly accessible databases).

The Academy may contact you about other award schemes and initiatives which may be of interest to you, in accordance with any marketing preferences you have indicated.  The Funders or their chosen third party evaluation contractor may also contact you as part of the Funders’ evaluation of the programme.

Please contact us if you have any questions about the protection of your personal information or see our privacy notice, which can be found at <https://acmedsci.ac.uk/privacy-policy>.

**Undertakings**

1) I confirm that I have read the Data Protection statements above which set out how the Academy uses my personal information.

2) To the best of my knowledge the information provided in this application is accurate and complete.

3) I have read as reference Round 6  [Grant Conditions](https://acmedsci.ac.uk/file-download/25263598) available here, under which grants have been awarded. Round 7 Grant Conditions are under development and will be made available via email. If a grant offer is made, I agree to abide by them.

4) It has been agreed with my Head of Department that I will be afforded sufficient time and resources to deliver my research plan as described in this application.

If you agree with the above statements, please tick the box. By checking this box you are signing this form electronically. In doing so you confirm that your electronic signature is the legal equivalent of your manual signature on this form.



**Contact preferences**

We will endeavour to let you know about interesting and useful opportunities, such as other grant schemes, conferences or networking opportunities that are offered by the Academy or another organisation which we consider to be of interest to you. We will do this through our regular careers newsletter or personal correspondence.

**Would you like to receive the Academy's bi-monthly email newsletter?**

Our career development newsletter advertises upcoming events, funding calls and other opportunities for those interested in biomedical and health research.

Yes

No

You can unsubscribe at any time. If you want to change your contact preferences please contact grants@acmedsci.ac.uk.

|  |  |
| --- | --- |
| **Name of applicant** |  |
| **Date** |  |

**Page 12: Head of Department declarations and supporting statement**

**Head of Department's statement of support**

Each application must be supported by the applicant's Institution. Please provide a statement outlining why you have nominated this applicant for consideration and how you plan to support their career during the funding period and beyond.

In your statement, please outline the financial support provided to the applicant by your institution. If applicable, please also state any additional support the applicant would receive if successful, such as reduced teaching time.

If funds have been requested for the employment of a PhD student, please note that your Institution must commit to supporting the student past the two years of the Springboard award, if another source of funding is not made available to the award holder. By signing this form (below), you confirm your Institution's support for this.



(500 words max)

**Signature**

**Data Protection Statement**

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The personal information we hold includes the information you complete in the application form and details of correspondence between us.

The Academy will use your personal information in order to process your application for the Scheme, managing and administering the Scheme should your application be successful and to communicate with you in connection with the Scheme.  The Academy will rely in certain circumstances on its own legitimate interests, or the legitimate interests of a third party, when using your personal information. When the Academy relies on legitimate interests, you have a right (along with other personal data protection rights) to object to the Academy's use of your personal information. For a more detailed summary of the purposes for which we use your personal information, the legal bases on which we rely, and your rights in relation to your personal information, please see our privacy notice which can be found at <https://acmedsci.ac.uk/privacy-policy>. As part of the application process, your personal information may be transferred, stored or accessed from outside the European Economic Area.  We will ensure that such transfer, storage or processing will at all times comply with data protection law.

The Scheme is administered by the Academy. The Grant is funded by the Funder, or a consortium, together termed "Funders" and the full membership of which can be found on the Academy's website. Your personal information and details of your application (including your Host Institution, project title, lay and scientific summary) may be disclosed by the Academy to the Funders and the UK National Academies (the British Academy; the Royal Academy of Engineering; and the Royal Society) for the purposes set out above.  The Academy, UK National Academies and Funders may also publish basic details of Grants awarded (e.g. on their website or in their Annual Reports) and/or anonymise your personal information for research and statistical purposes.

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Please contact us if you have any questions about the protection of your personal information or see our privacy notice, which can be found at <https://acmedsci.ac.uk/privacy-policy>.

**Undertakings**

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4) I confirm that the necessary facilities will be made available to deliver this work, and will continue to be available throughout the project.

5) The applicant will be afforded sufficient time and resources to deliver their research plan as described in this application.

If you agree with the above statements, please tick the box. By checking this box you are signing this form electronically. In doing so you confirm that your electronic signature is the legal equivalent of your manual signature on this form.



**Contact preferences**

We will endeavour to let you know about interesting and useful opportunities, such as other grant schemes, conferences or networking opportunities that are offered by the Academy or another organisation which we consider to be of interest to you. We will do this through our regular careers newsletter or personal correspondence.

**Would you like to receive the Academy's bi-monthly email newsletter?**

Our career development newsletter advertises upcoming events, funding calls and other opportunities for those interested in biomedical and health research.

Yes

No

You can unsubscribe at any time. If you want to change your contact preferences please contact grants@acmedsci.ac.uk.

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| --- | --- |
| **Name of Head of Department** |  |
| **Date** |  |

**Page 13: Springboard Champion declarations and supporting statement**

**Springboard Champion's statement of support**

Each application must be supported by the applicant's Institution. Please provide a statement outlining why you have nominated this applicant for consideration and how you plan to support their career during the funding period and beyond.



(500 words max)

**Signature**

**Data Protection Statement**

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3) I have read as reference Round 6 [Grant Conditions](https://acmedsci.ac.uk/file-download/25263598)available here, under which grants have been awarded. Round 7 Grant Conditions are under development and will be made available via email. If a grant offer is made, I agree to abide by them.

4) I confirm that the applicant has been shortlisted by the Institution and the Sponsorship statement above was provided by me.

If you agree with the above statements, please tick the box. By checking this box you are signing this form electronically. In doing so you confirm that your electronic signature is the legal equivalent of your manual signature on this form.



**Contact preferences**

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Yes

No

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| **Name of Springboard Champion** |  |
| **Date** |  |

**Page 14: Finance Officer Declaration** **and supporting statement**

**Finance Officer statement of support**

Each application must be underwritten by the applicant's finance department. Please provide a statement confirming that you have checked the finance details provided in this application **and the funding the applicant is in receipt of is correct**.



(200 words max)

**Data Protection Statement**

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**Undertakings**

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Yes

No

You can unsubscribe at any time. If you want to change your contact preferences please contact grants@acmedsci.ac.uk.

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| **Name of Finance Officer** |  |  |
| **Date signed** |  |  |